

TOWN OF ALTON PLANNING BOARD
Draft Construction Observation Manual Workshop
PUBLIC HEARING
Minutes
December 2, 2014
Approved as presented February 17, 2015

Members Present: Dave Collier, Chairman
Tom Hoopes, Vice Chair
Roger Sample, Clerk
Scott Williams, Member
Marc DeCoff, Selectmen Representative

Others Present: Ken McWilliams, Town Planner
Randy Sanborn, Secretary

I. CALL TO ORDER

D. Collier called the meeting to order at 6:00 p.m.

II. APPROVAL OF AGENDA

There were no changes to the Agenda.

S. Williams motioned to accept the Agenda as presented.

M. DeCoff seconded the motion with all in favor.

**III. Construction Observation Manual Dated January 31, 2014
Review and discussion of draft Construction Observation Manual dated January 31, 2014**

K. McWilliams gave an overview of how this was developed. Most of the manual was written by Pete Julia, Town Engineer. He suggested the Board go through it step by step. Because not everyone has had a chance to read through it, he suggested that the Board take them home and read them.

S. Williams made a motion for the Board to take the Draft Construction Observation Manual home and read through it and meet another day.

T. Hoopes asked if there is a dividing line between the small developers who has a 3-lot subdivision and the larger subdivides.

K. McWilliams stated that this manual would not apply to a small developer without a road or public utility improvement. This is for monitoring the construction of major subdivisions or site plans with roads, utilities, drainage, etc.

R. Sample asked if this manual will tell the engineer what the Town wants.

K. McWilliams explained that this manual will be used as a guideline for the Town Engineer when he is asked to do an observation on a certain project. This will be used by the engineer after the approval of the project by the Planning Board and an escrow account has been set up for the construction observations.

S. Williams stated that the manual consists of what is expected for a project to be completed.

S. William noted that on Page 7, Water Service: Pipe or pipes conveying water from the water main to a point of service, usually 3/4" or 1" type K copper tubing. The Town's Water Department uses CTS Plastic. It should be differentiated between water main or private well because they are different.

M. DeCoff seconded the motion with all in favor.

IV. OTHER BUSINESS

1. Old Business –
The weather forecast for the Site Walk scheduled on Saturday, December 6 at 10:00 is snow, rain, etc. so K. McWilliams asked if the Board wanted to reschedule.

The Board agreed to reschedule to the backup date of December 13th.

S. Williams motion to reschedule the Site Walk to the snow date of Saturday, December 13, 2014 starting at 10:00 a.m. at the intersection of Sawmill Brook Road and Sand Peep Lane.

T. Hoopes seconded the motion with all in favor.

2. New Business - None
3. Approval of Minutes - None
4. Correspondence - None
5. Any other Business that may come before the Board – None

IX. PUBLIC INPUT ON NON-CASE SPECIFIC LOCAL PLANNING ISSUES

None at this time.

X. Adjournment

M. DeCoff made a motion to adjourn. The motion was seconded by T. Hoopes and passed without opposition.

The Public Hearing adjourned at 6:18 p.m.

Respectfully submitted,

Randy Sanborn, Recorder, Public Minutes